	1st Grade																							
	1st 9-weeks Checklist																							
	Student Names	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Basic Operations and Concepts																							
I	Use correct posture at the computer																							
I	Identify and use the parts of a computer																							
R	Keyboard familiarity (enter/return, spacebar, arrow keys)																							
R	Use the mouse (point, click, double-click, and drag)																							
I	Open and quit a software program																							
I	Open and close a file																							
	Social, Ethical, and Human Issues																							
I	Collaborate with other classmates as a team member																							
M	Demonstrate appropriate behavior when using computers																							
	Microsoft Word																							
M	Move and place cursor																							
	Select, insert, and delete text																							
	Graphics and Multimedia																							
R	Name and use paint and draw tools																							
	Technology Communications Tools																							

	Internet																							
R	Navigate teacher chosen websites																							
	Keyboard																							
I	Handle responsibly																							
I	Use the space bar correctly																							
I	Use caps lock correctly																							
I	Use backspace correctly																							
	SMARTBoard																							
R	Handles stylus responsibly																							
R	Can drag objects																							
R	Uses pen/highlighter tool																							
I	Can turn pages																							
	Leapster																							
M	Can turn on/off																							
M	Can insert headphones																							
M	Can change cartridges																							
	LeapPad/Vtech Reader																							
M	Can turn on/off																							
M	Can insert heaphones correctly																							
M	Can insert the cartridge																							
M	Can insert the book																							
M	Can close it properly																							

	1st Grade																							
	2nd 9-weeks Checklist																							
	Student Names	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Basic Operations and Concepts																							
I	Open, close, and restore windows																							
I	Use the scroll bar																							
	Technology Communications Tools																							
	Internet																							
I	Demonstrate appropriate behavior for Internet																							
	Discuss search engines																							
	PowerPoint																							
	identify program icon																							
I	Insert Text																							

	1st Grade																							
	3rd 9-weeks Checklist																							
	Student Names	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Basic Operations and Concepts																							
I	Use computer terminology appropriately																							
	Technology Productivity Tools																							
	Keyboard and Mouse Manipulation																							
I	Demonstrate proper hand, finger, & body position																							
	Demonstrate proper use of letter and number keys																							
	Powerpoint																							
	Insert Picture																							
I	Add slides																							

	1st Grade																								
	4th 9-weeks Checklist																								
	Student Names	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Social, Ethical, and Human Issues																							
I	Respect the privacy of other students' work																							
	Technology Productivity Tools																							
	Keyboard and Mouse Manipulation																							
I	Use correct finger reaches from home row to top/bottom row																							
	Graphics and Multimedia																							
	Add a picture to Word document																							
	Power Point																							
	create a 5 slide presentation																							
I																								